

120 Days Means 120 Days

Again, the RIF Unit needs your help. Although, we are confident that we can accomplish all the RIFs we are requested to do, we need help from the Civilian Personnel Flights (CPF) in meeting RIF effective dates.

We continue to get RIF Requests Packages with insufficient time to process all the actions necessary for a valid RIF. This has been on - going problem since the RIF Unit has been established, however it getting worse as the Competitive Sourcing and Privatization (C S &P) process heats up. More and more bases are experiencing delays in their Transition Timelines, and are trying to make up the lost time at the end of the process ---The RIF. Although we sympathize with the crunch CPFs may be feel you cannot shortchange the RIF process to save time. We must have a minimum of 120 days (60 days to processing time, and 60 day notice) to accomplish a RIF. This is especially important when MAJCOMs conduct command-wide CS&P studies they want effective at several bases on the same day.

Those of you that have done one know that 60 days is not an excessive amount of time to process a RIF. During this approximately eight weeks we accomplish five milestones.

- Milestone 1 (weeks 1 & 2): QC Review of all RIF retention factors
- Milestone 2 (weeks 3 & 4): Corrections/changes input into database (sometimes requiring obtaining documentation from the CPFs)
- Milestone 3 (weeks 5 & 6): Run the RIF and determine assignments
- Milestone 4 (week 7): Issue Actions Report and resolve issues or disagreements on placements with the CPF
- Milestone 5 (week 8): Issue Notices (NLT 65 days before effective date)

Although we may be able to accomplish all these actions for an individual RIF in less than 60 days, we cannot complete several RIFs simultaneously in less time. Because of the CS&P activity that the Air Force is currently undertaking, the RIF Unit is experiencing an extremely heavy workload. As a result, each of the specialists assigned to the unit works several RIFs working simultaneously. With this increased workload, and strain on the unit, it is impossible for us to reach our milestones more quickly.

Because we need the 60-day processing time the complete official request (with all attachments) must be received by AFPC at least 120 days prior to the effective date of the RIF to allow for 60-day notices. You must submit them earlier if you base has negotiated a longer notice period (i.e. 180 days

prior to the effective date when the RIF requires 120 day notices). There is no "wiggle" room there.

So 120 days really does means 120 days. We can't do it in 100 or 110 days. If the packages come in late we have to push back the RIF effective date to give us the time we need to process it. Please help us meet your requested effective dates by getting your RIF request packages with all required documents in on time.